FRATERNITY & SORORITY LIFE RELATIONSHIP STATEMENT: Policies Regulating Fraternal Life at Northern Arizona University

NAU Office of Housing and Residence Life
NAU Office of Student Life
NAU College Panhellenic Council
NAU Interfraternity Council
NAU United Greek Council

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The most current version of this document can be found at: http://nau.edu/Student-Orgs/FSL/Policies-Forms/.
The web locations of the most current versions of source documents cited in The Fraternity and Sorority Life
Relationship Statement are included where available.
II. NORTHERN ARIZONA UNIVERSITY’S SUPPORT FOR FRATERNITIES AND SORORITIES

Fraternity and Sorority Life’s rich history at Northern Arizona University began with the Sigma Pi fraternity, which was colonized in 1949 and received national chartering in 1951. The “Mad Hatters” and “Gamma Chis,” now Delta Delta Delta and Gamma Phi Beta respectively, were organized in 1958. Since then, Fraternity and Sorority Life at Northern Arizona University has grown to include 14 national fraternities and 11 national sororities.

Fraternities and Sororities have been an integral part of the co-curricular experience and tradition of Northern Arizona University. They have supported the mission of the University by promoting scholarship, leadership, community service and involvement in the greater University community. For these reasons, Northern Arizona University is proud of its Greek heritage and desires to provide support for this aspect of campus life.

III. INTRODUCTION/PHILOSOPHY

Fraternities and sororities have made rich and significant contributions to the student life and overall quality of Northern Arizona University for more than 60 years. The University benefits in various ways from the system, including Greek-sponsored scholarships and alumni support. The system adds vitality to Northern Arizona University on a scale and of a quality to command respect.

The mission of the Greek system at Northern Arizona University is to promote scholarship, provide leadership opportunities, commit to public service and engage in lifelong bonds with friends and the Institution. The University views actions and activities by NAU’s fraternities and sororities that develop leadership skills and advance academic excellence as their most important addition to the student experience.

The primary reason for enrolling in Northern Arizona University is to receive an education. Fraternity and Sorority chapters reinforce this by exerting their best efforts toward academic excellence. The University’s goal is to achieve a Greek system representing true excellence in the student experience, a Greek system which can be described as one of the best in the United States and which will bring significant credit to the University. Further, the University wants to see the system grow, providing expanded opportunities for individual students and increased potential for students to achieve personal growth.

This document describes the relationship between the Greek system and Northern Arizona University. This relationship is based on trust and recognition of the mutual benefits that the University and the Greek system enjoy. This document sets forth the practices and policies governing this relationship.

IV. GOVERNANCE

Self-governance and individual self-control are essential to good citizenship. Therefore, responsible self-governance is a primary goal of the relationship of Northern Arizona University and its fraternities and sororities.

Self-governance begins with each individual member of a fraternity or sorority, the elected officers of each organization are responsible for the decisions and actions of their respective chapters. As leaders, the officers are responsible for setting a standard of good behavior for other members, educating members...
on chapter policies and standards and appropriately holding members accountable to the policies and standards. It is also the responsibility of the chapter leadership to incorporate and educate members on adherence to University polices affecting both individual students and student organizations. The institution’s policies serve as the overarching policies for both individual students and student organization, although, the institution prefers to partner with the chapter and national organization when adjudicating severe policy violations.

The following organizations assist in the government of Fraternity and Sorority Life at Northern Arizona University:

1) Interfraternity Council: The governance of the men’s fraternities is vested in the Interfraternity Council (IFC).

IFC is composed of the President and representative of each formally recognized men’s fraternity at the Northern Arizona University Flagstaff campus, as well the elected IFC officers. IFC meets regularly to discuss current issues common to men’s fraternities. It is the responsibility of each chapter’s President or representative to inform his respective chapter of the decisions reached and the information provided by the IFC.

2) College Panhellenic Council: The College Panhellenic Council is the coordinating body of women’s fraternities and sororities is vested in the National Panhellenic Conference (NPC). The CPC is composed of the President and representative of each formally recognized NPC women’s organization at the Northern Arizona University Flagstaff campus, as well as those Panhellenic officers deemed necessary. CPC meets weekly to discuss current issues common to NPC organizations. It is the responsibility of each chapter’s CPC delegate to inform her respective chapter of the decisions reached and the information provided by the CPC.

3) The United Greek Council: The governance of the men’s and women’s organizations that identify as multicultural, are not affiliated with NPC, NIC (North American Interfraternity Conference), or have organizing principles that celebrate traditionally-underrepresented students in the student body is vested in the United Greek Council (UGC). The UGC is composed of the President and/or representative of multicultural/traditionally-underrepresented Greek Letter social/service organizations at the Northern Arizona University Flagstaff campus. The UGC meets weekly to discuss current issues pertinent to the UGC while encouraging each chapter to initiate and participate in various community service events for the NAU and Flagstaff communities. It is the responsibility of each chapter’s President or representative to inform his/her respective chapter of the decisions reached and the information provided by the UGC.

Recognizing the Greek system as a self-governing entity, the University will generally allow allegations of group disciplinary violations to be handled through each councils’ judicial process, unless the Assistant Director for Fraternity and Sorority Life recommends that a matter be handled by Housing and Residence Life and/or the Office of Student Life. As stated in the Student Code of Conduct (https://azregents.asu.edu/rrc/Policy%20Manual/5-308-Student%20Code%20of%20Conduct.pdf) (individual and group) “Violators may be accountable to both civil and criminal authorities and to the university for acts of misconduct that constitute violations of the Student Code of Conduct. At the discretion of university officials, disciplinary action at the university may proceed before, during, or after other proceedings. Sanctions may be imposed for acts of misconduct that occur on university property or at any university-sponsored activity. As further prescribed in these rules, off-campus conduct may also be subject to discipline. With respect to student organizations, and their members, university jurisdiction extends to premises used or controlled by the organizations on or off campus.”
The University respects the rights of all groups to a fair hearing and is committed to due process throughout any disciplinary matter. In all cases except those where continuing presence by a group would pose a threat of harm or substantial disruption, university recognition of any fraternity or sorority will not be withdrawn without prior discussion and notification of the chapter’s national office and a hearing through the Assistant Director for Greek Life and the Office of Student Life, as noted in Appendices J and C of the Student Handbook (see http://home.nau.edu/studentlife/handbook.asp).

V. ACADEMIC EXCELLENCE

The pursuit of academic excellence is an important pillar of the NAU Fraternity and Sorority experience. The following academic policies have been adopted to make clear the University’s requirements for fraternal organizations at the Northern Arizona Flagstaff campus who wish to be formally recognized. Northern Arizona University enthusiastically endorses fraternal organizations which meet these criteria for recognition as providing an important complement to the undergraduate experience at Northern Arizona University.

1) All fraternities and sororities are encouraged to achieve and maintain a chapter grade point average that meets or exceeds the all men’s/women’s average GPA each semester.
   a. IFC chapters with less than a 2.5 chapter GPA are placed on probationary status with the Interfraternity Council.
   b. CPC chapters are expected to pursue the minimum standards for intellectual development as articulated in the National Panhellenic Conference Standards:
      i. Meeting or exceeding the campus All Women’s Average.
      ii. Providing academic programming to new members and members, co-sponsoring programming with another Greek and/or campus organization or attending campus-sponsored programming that may include but not be limited to teaching study skills, providing tutoring, and recognizing scholastic achievement.
      iii. Developing positive relationships with university faculty by seeking their assistance with the chapter’s academic programming and scholarship goals
   c. UGC chapters have individual chapter expectations set by the chapter/inter/national office.

2) All individual chapter members who hold an officer position must have a minimum 2.25 cumulative GPA per current University policy. Chapters may set higher GPA requirements for both membership and officer positions.

3) The Office of Fraternity and Sorority Life will aid in academic excellence by providing various programs and resources to chapters and individual members in addition to reporting individual grades of potential new members during recruitment and chapter member grades on a semester basis.

4) Each fraternity and sorority will notify the Assistant Director for Fraternity and Sorority Life of their selection of a scholarship chairperson by the second week of each semester. The scholarship chairperson will serve as a liaison to Fraternity and Sorority Life for purposes of providing accurate membership rosters, receiving chapter grade reports and establishing educational programs within the chapter which support the academic goals established in the preceding paragraph.

In assisting their members to achieve academic and personal growth, it is the duty of each sorority and fraternity to:

   A. Maintain academic standards consistent with those of the University.
B. Provide an academic program to assist members who fail to meet minimum University GPA requirements.

C. Establish minimum scholastic standards for members and officers.

D. Provide a comprehensive scholarship program that is available to all members.

E. Based on end of the semester chapter individual member grade checks, chapters use discretion to not allow social, fraternal, athletic or other programs to interfere with the individual’s academic pursuits or class attendance.

F. Provide the Assistant Director for Fraternity and Sorority Life with updated roster membership information through True Blue Connects Student Organization software to ensure accurate grade checks of chapter members and that academic standards are met.

VI. ALCOHOL

Members of NAU’s fraternities and sororities, individually and collectively, are accountable to and must adhere to the Student Code of Conduct

http://nau.edu/uploadedFiles/Administrative/EMSA_Sites/Folder_Templates/_Forms/Student_Code_of_C onduct.pdf. In addition to code requirements specific to on-campus and off-campus housing, individuals and groups are subject to Item F, #15 of the Code of Conduct which prohibits “Violation of the Board or university rules or applicable laws governing alcohol, including consumption, distribution, unauthorized sale, or possession of alcoholic beverages.”

Members and alumni of NAU’s fraternities and sororities are also accountable for adhering to the tailgating policies distributed annually by ASNAU via email from Student Life to all student organization’s presidents.

In addition to university policies, each chapter is responsible for adhering to their inter/national risk management policies and practices pertaining to alcohol.

In addition, CPC chapters are expected to pursue the minimum standards for instilling the values of their organizations and host institutions related to alcohol as articulated in the National Panhellenic Conference Standards:

A. Educates their chapter members on policies pertaining to the issues of alcohol and substance abuse, underage drinking, and all inter/national policies pertaining to it.
B. Encourages non-alcoholic social activities.
C. Requires a policy of alcohol-free facilities for all of their housed chapters.
D. Provides a standards board structure by which chapters hold their members accountable for their behavior.
E. Providing information on underage drinking and alcohol and substance abuse at least once a term.
F. Enforcing its inter/national organizations clear policies on alcohol and social event planning guidelines/policies.
G. Abiding by all federal, state/province and local laws related to alcohol and substance use.
Greeks Advocating Mature Management of Alcohol: Greeks Advocating Mature Management of Alcohol (GAMMA) is a programming group comprised of selected members from various fraternities and sororities that are responsible for creating and implementing Greek and campus-wide programs around risk management and safety issues such as hazing prevention, alcohol awareness, safe spring break, and sex education. Additionally, GAMMA holds chapters accountable to the GAMMA by-laws in regards to event registration to promote safe behavior for Fraternity and Sorority Life socials. GAMMA exists to meet the educational needs of NAU’s Greek students with regards to critical safety and risk reduction practices related to Greek social events and programs. The GAMMA programming board is also an affiliate member of the BACCHUS Network.

GAMMA is composed of twelve Greek students who are selected by the student GAMMA Programming Coordinator and the GAMMA advisor through an application and interview process to serve on the GAMMA Programming Committee. The committee is led by one Greek student Programming Coordinator and is advised by a member of the Fraternity and Sorority Life staff.

Recognizing the Greek system as a self-governing entity, the University will generally allow minor GAMMA policy violations to be handled through each councils’ judicial process, unless the Assistant Director for Fraternity and Sorority Life recommends that a matter be handled by Housing and Residence Life and/or the Office of Student Life.

The Office of Fraternity and Sorority Life and GAMMA will offer various alcohol educational opportunities and programs throughout the academic year including coordination of alcohol free alternative events. While GAMMA is a peer education group that is offering risk management education, ultimately individual membership risk management education rests with the individual chapter.

VII. CHAPTER ADVISING

Each chapter is required to have at a minimum a faculty or staff advisor and is strongly encouraged to have a chapter advisor who is an alumnus of the national organization. If the faculty or staff advisor is also an alumnus of the organization, they may fill both roles. The offices of Student Life and Fraternity and Sorority Life will work with colleges and departments to encourage faculty and staff members to serve as advisors to our fraternities and sororities. Fraternity and Sorority Life will also offer annual advisor trainings and roundtable discussions to educate on expectations, policies, procedures and resources. The specific responsibilities of the advisor should be outlined by chapter executives and individual chapters each academic year. Chapter advisors are required to:

1) Be familiar with University, the College Panhellenic Council, Interfraternity Council, United Greek Council, National Panhellenic Council, and North-American Interfraternity Conference rules, regulations and policies, as applicable, to ensure the chapter complies with such requirements.

2) Attend regular meetings (in person or virtually) of the chapter and be familiar with its activities.

3) Provide assistance with the chapter’s financial and operating affairs.

4) Provide assistance with planning and implementing chapter activities.

5) Act as a role model and adhere to all NAU and the national organization’s polices.

6) Provide assistance in the areas of organizational and personal development.
7) Meet once each academic year, either in-person or through telecommunication, with the Assistant Director for Fraternity and Sorority Life or the Coordinator of Fraternity and Sorority Life to discuss the Greek community and the chapter’s status on campus.

8) Assist University officials in dealing with problems or other situations involving the chapter.

9) Assist the chapter and its members to live up to the ideals of the fraternity or sorority.

VIII. EXPANSION/EXTENSION OF NEW CHAPTERS
Northern Arizona University Statement on Registration of New Social Fraternities and Sororities:
Social fraternities and sororities wishing to establish or re-establish a chapter at Northern Arizona University must comply with the expansion and extension policies and processes set forth by the Office of Fraternity and Sorority Life in accordance with the College Panhellenic Council, the Interfraternity Council, and/or the United Greek Council. Expansion involves inviting inter/national fraternities and sororities to establish chapters at Northern Arizona University. This is encouraged when a need exists and the Greek community is viable for additional chapters. The Office of Fraternity and Sorority Life must approve social fraternities and sororities to move forward with the expansion process before they can register with the Office of Student Life and be approved by the Associated Students of NAU as a registered student organization. Only inter/nationally recognized fraternities and sororities may be considered for expansion. The organization of interest must have a national office supported by fulltime staff members (or a national board). The organization of interest prohibit simultaneous membership in any other organization that is a member of the NPC, NPHC, NALFO, NMGC, NAPA or NIC.

Expansion and extension of new fraternities and sororities on the Flagstaff campus is dependent on a number of factors, including recent history of extension/expansion on campus and demonstration of unmet interest in the current student body as well as the ability of the Fraternity and Sorority Life staff to provide the support, assistance, and time needed for a successful expansion/extension.

Fraternity Expansion through IFC Recognition: The Assistant Director for Fraternity and Sorority Life will work with fraternities who have expressed interest in being recognized by Northern Arizona University. An expansion plan will be put in place in consultation with IFC as to abide by the North American Interfraternity Conference (NIC) statement on expansion which reads: “No NIC member organization is prohibited from selecting undergraduates for the purpose of establishing a chapter on the campus of the host institution. The host institution’s Interfraternity Council may not deter expansion by withholding membership of NIC group from IFC.” In cases where a student interest group directly contacts a fraternity to expand on campus, the Assistant Director for Fraternity and Sorority Life will work directly with that national office and any other fraternity’s national office that may be in line to expand that year. The Assistant Director for Fraternity and Sorority Life will also put the inter/national organizations in communication regarding their mutual interest for establishing chapters at NAU in a similar timeframe. The campus goal is to create conditions where inter/national organizations can successfully establish new chapters at NAU.

Women’s Organization Extension through CPC Recognition: Please refer to the National Panhellenic Conference (NPC) Extension Policy in the NPC Manual of Information.

Group Expansion through UGC Recognition: The Assistant Director for Greek Life will keep a list of all fraternities and sororities who have expressed interest in being recognized by Northern Arizona University and joining the United Greek Council. UGC will review the materials and vote on which
organizations they would be interested in inviting to expand on campus. The UGC will give priority to organizations that represent a group of students not currently represented by the UGC.

IX. HAZING

It is the responsibility of the chapter leadership to educate members on their national organization’s policies regarding hazing.

The Office of Fraternity and Sorority Life will provide educational opportunities and resources to chapters regarding University policies and state laws on hazing.

GAMMA will coordinate educational events in the fall semester to celebrate National Hazing Prevention Week.

"Hazing" is defined as (a) any intentional, knowing or reckless act committed by a student, whether individually, or in concert with other persons, against another person, in connection with an initiation into, an affiliation with, or the maintenance of membership in any organization that is affiliated with a university that contributes to a substantial risk of potential physical injury, mental harm or degradation, or causes physical injury, mental harm or personal degradation; or (b) any act otherwise defined as hazing under applicable law. Hazing includes, but is not limited to, paddling in any form, physical or psychological shocks, late work sessions that interfere with scholastic activities, advocating or promoting alcohol or substance abuse, tests of endurance, submission of members or prospective members to potentially dangerous or hazardous circumstances or activities which have a foreseeable potential for resulting in personal injury, or any activity which by its nature may have a potential to cause mental distress, panic, human degradation, or embarrassment (source: NAU Student Code of Conduct, section E. #13).

In the event of a report alleging hazing activities by a recognized fraternity or sorority at NAU, Fraternity and Sorority Life officials with the Office of Housing and Residence Life will notify the designated national officer of the organization to allow for a parallel investigation of the incident.

The Hazing Prevention Policy for Northern Arizona University (Appendix K, NAU Student Handbook -- http://home.nau.edu/studentlife/handbook/appendix_k.asp) is reprinted below:

Northern Arizona University promotes student organizations and the student opportunities they provide. The University respects the right of each student organization to set its own criteria for membership and to establish its own procedures for selecting members, as long as these policies are non-discriminatory and abide by University and Board of Regents policy. The University stands ready to assist in these areas and to provide leadership training for student organizations and their members in an effort to make the organizations a more positive and enriching experience for student members.

Northern Arizona University cannot and will not tolerate, however, any act of hazing associated with registered student organizations, groups of students affiliated with the university, or individual students. Incidents defined as hazing by this policy are not only violations of the Hazing Prevention Policy but are also violations of the Student Code of Conduct. Acts of hazing are antithetical to the idea of student organizations on a college campus. Student organizations exist for a variety of reasons, including but not limited to enhancing the educational pursuits of members, assisting with personal/social growth and development, increasing leadership potential, creating an atmosphere of belonging, providing services to others, providing recreational opportunities, providing religious and spiritual opportunities and providing opportunity for a variety of special interest concerns. The individual, the organization and the University
suffer when groups create and maintain hazing activities as part of their membership procedures. These activities serve no constructive purpose related to the reasons student organizations exist at the University.

When organizations plan membership activities for your organization and when you are a participant in new membership orientation activities, we ask that you consider whether or not the activity could be viewed as hazing according to the definition stated below. It may be helpful for you to consider the following questions regarding the organizational activity in question.

1. What is the activity’s purpose?

2. How does the activity contribute to the new member’s respect and love for the organization and him or herself?

3. Would you be willing to implement or participate in this activity in front of University administrators, alumni, your parents or the parents of the new member?

4. Would you be proud to have photographs of this activity in the campus or community newspaper?

5. Would you be able to defend this activity in a court of law?

The following information provides additional clarification regarding Northern Arizona University's hazing prevention policy including procedures for responding to hazing violations:

1. Hazing is prohibited. "Hazing" means any intentional, knowing or reckless act committed by a student, whether individually or in concert with other persons, against another student, and in which subsection A and either subsection B or C of the following apply:

   A. the act was committed in connection with an initiation into, an affiliation with the maintenance of membership in any organization that is affiliated with a university.

   B. the act contributes to a substantial risk of potential physical injury, mental harm or degradation or causes physical injury, mental harm or personal degradation.

   C. the act discourages the student from entering or remaining registered in an educational institution, or may be reasonably expected to cause the student to leave the organization or institution rather than submit to the act. Hazing includes, but is not limited to, paddling in any form, physical or psychological shocks, late work sessions that interfere with scholastic activities, advocating or promoting alcohol or substance abuse, tests of endurance, submission of members or prospective members to potentially dangerous or hazardous circumstances or activities which have a foreseeable potential for resulting in personal injury, or any activity which by its nature may have a potential to cause mental distress, panic, human degradation or embarrassment.

2. Any solicitation to engage in hazing is prohibited.

3. Aiding and abetting another person who is engaged in hazing is prohibited.
4. It is not a defense to a violation of this policy that the hazing victim consented to or acquiesced in the hazing activity.

5. All students, faculty and staff must take reasonable measures within the scope of their individual authority to prevent violations of this policy. Violations of this policy should be reported to the Office of Student Life for investigation/adjudication using a written referral form available in the Office of Student Life. Written referrals will be investigated by Student Life staff according to the Student Disciplinary Procedures used for adjudicating student conduct violations. See the NAU Electronic Student Handbook for a complete review of the Student Code of Conduct and the Student Disciplinary Procedures (http://home.nau.edu/studentlife/handbook.asp)

6. Violations of this policy or interference in an investigation under this policy by students or student organizations are subject to sanctions under the Student Code of Conduct. The Office of Student Life is responsible for enforcing the Student Code of Conduct and implementing the Student Disciplinary Procedures.

7. Registered student organizations, as well as their members, may be held collectively and/or individually responsible for violations of the Student Code of Conduct and/or Hazing Policy. The Office of Student Life can take action according to the Code even though a student organization and/or its governing body has already implemented its own disciplinary process and/or sanctions. If it is determined that a student organization, group or member did violate this Hazing Policy or the Student Code of Conduct, the following sanctions may apply:

1. Suspension of the organization as a registered student organization.
2. Loss of campus privileges for the student organization.
3. Restitution for damages that may have resulted from the incident (student organization and/or individual)
4. A statement of warning may be issued (student organization and/or individual)
5. A probationary period may be implemented (student organization and/or individual)
6. An individual may be suspended from the University
7. An individual may be expelled from the University

8. Any University employee who knowingly permitted, authorized or condoned the hazing activity is subject to disciplinary action by the University.

9. If Northern Arizona University receives a report or complaint of hazing involving physical injury, threats of physical injury, intimidation, harassment or property damage, or other conduct that appears to violate Arizona law, NAU will report the conduct incident to the NAU Police Department.

10. This policy is not intended to prohibit or sanction the following conduct:
A. Customary public athletic events, contests or competitions that are sponsored by a university;

B. Any activity or conduct that furthers the goal of a legitimate educational curriculum, a legitimate extracurricular program or legitimate military training program.

11. For the purpose of this policy,

a. "Organization" means an athletic team, association, order, society, corps, cooperative, club, student organization, fraternity, sorority or other similar group that is affiliated with a university and whose membership consists primarily of students enrolled at that university. "Organization" includes a local chapter, unit or other local division consisting primarily of students, regardless of the nature of the membership of the larger public or organization.

b. "Student" means any person who is enrolled at a university, any person who has been promoted or accepted for enrollment at a university or any person who intends to enroll at or be promoted to an Arizona university within the next twelve calendar months. The hazing prevention policy of the university where a person has been accepted for or promoted to enrollment, or where a person intends to enroll or be promoted to within the next twelve calendar months, shall be the effective policy. A person who meets the definition of a student for purposes of this paragraph shall continue to be defined as a student for purposes of this section until the person graduates, transfers, is promoted or withdraws from the university.

X. HOUSING FOR FRATERNITY AND SORORITY CHAPTERS

University-recognized housing for fraternities and sororities includes the following:

1) NAU Fraternity and Sorority Chapters housed on campus in Mountain View Hall

2) NAU Fraternity and Sorority Chapters with off-campus housing who conform with current City of Flagstaff Zoning Code which reads: "Fraternity, Sorority: Group living facilities of greater than eight occupants, owned by an organization of university or college students or their parent organizations for housing members while enrolled in school and recognized as a student group by the university or college. See “Rooming and Boarding Facility.”

Source: City of Flagstaff City Code, Title 10: Flagstaff Zoning Code; Chapter 10-80 Definitions; Definition of Specialized Terms, Phrases, and Building Functions (10-80.20.060) retrieved May 16, 2014 from http://www.flagstaff.az.gov/DocumentCenter/Home/View/14892. See also City of Flagstaff Zoning Code; Chapter 10-40: Specific to Zones; Non-Transect Zones; Residential Zones; Rooming and Boarding Facilities (10-40.30.030). See also City of Flagstaff Zoning Code; Chapter 10-40: Specific to Zones; Non-Transect Zones; Commercial Zones; Rooming and Boarding Facilities (10-40.40.30.040) retrieved May 16, 2014 from http://www.flagstaff.az.gov/DocumentCenter/Home/View/14890.

A. NAU HOUSING POLICY FOR MOUNTAIN VIEW HALL

Fraternities and Sororities have been an integral part of Northern Arizona University’s history as a residential campus. Historically, social fraternities and sororities have emphasized development of the whole person, both inside and outside the classroom. The residential community living experience fosters the development of brotherhood/sisterhood within the chapter.
In fall of 1990, Housing and Residence Life opened Mountain View Hall. Greek students and alumni participated in planning and designing this facility. Mountain View was dedicated as a home to fraternities and sororities who were seeking a residential experience. The Office of Housing and Residence Life administer individual academic-year housing contracts. Chapters who feel this residential option enhances their experience and who have made a commitment to fill requested space in Mountain View have been accommodated in Mountain View whenever possible.

Chapters currently occupying space in Mountain View retain this space from year to year, contingent upon occupancy and standards being maintained. Chapters wishing to obtain space in Mountain View will be considered on a space-available basis. Floor/wing assignments will be based upon availability and chapter size. Housing and Residence Life will make every attempt to accommodate Chapter housing requests while maximizing the use of the building.

a) **Housing and Residence Life Goal:** To have Mountain View 100% occupied by current, affiliated members of NAU’s fraternities and sororities

b) **Chapter Responsibilities:**
   i) To educate the new member class on their duties and live-in responsibilities
   ii) Fill dedicated space
   iii) Chapters may create their own internal or chapter-specific housing policies for Mountain View, but may not substitute Chapter policy/obligations for the NAU Housing Policy for Mountain View.

c) **Assignment and use of space in Mountain View:**
   i) New space allocations will be based on historical trends
      (1) Chapters are expected to fill allocated space during Spring Reapplication for the ensuing Fall Semester
      (2) Chapters desiring additional space in Mountain View can demonstrate their ability to do so by providing a signed, waiting list roster of additional Chapter Members who have committed to live in Mountain View for the ensuing year
      (3) Chapters are expected to keep their allocated space full throughout the academic year
         (a) Chapters may move members into their space in Mountain View at mid-year if current, contracted residents leave campus due to graduation or non-local internships or move to another on-campus property following their completion of a term of office.
      iii) To have exclusive use of a chapter room, a Chapter must fill a wing
   ii) Chapters may move in affiliated students from off-campus to fill wing/designated space if they can demonstrate a true need to utilize their space for off-campus chapter members.
   iv) Space available as a result of one or more Chapters failing to fill their space will be re-appropriated to:
      (1) Chapters Submitting a Waiting List
      (2) For Use by Housing and Residence Life to address unmet demand for student housing. The re-appropriation of space may be permanent.
   v) Chapters failing to fill their allocated space may be relocated to an alternate space to accommodate other chapters who have demonstrated an ability to fill the space.

d) **The President (preferred) or an officer of close rank (e.g. the Vice President or similar role) and Housing Manager of the Chapter are required to live in Mountain View.**

   i) Each President qualifies for a President Paid Vacancy (double as single occupancy), at the cost of Housing and Residence Life.
      (1) This is only offered to the chapter President and is not transferrable to another executive officer or member if the President chooses to not live in Mountain View.
e) A Memorandum of Understanding will be executed annually and signed by the current Chapter President, House Manager and Faculty and/or Chapter Adviser. The MOU will be filed with the Housing and Residence Life and national office of the fraternity or sorority.

1. Mountain View Facilities: Use, Chapter Identity and Expectations for Student Behavior

Chapter rooms are assigned in Mountain View Hall based on a commitment to the building demonstrated by a chapter’s historic ability to fill allocated space, chapter size and available space in the building. Chapters with a smaller number of students living in Mountain View will be asked to share a chapter room. Not every chapter with members living in Mountain View Hall will be guaranteed a chapter room or shared chapter room.

Fraternities and sororities are permitted to personalize their chapter rooms by hanging chapter pictures, composites and other items specific to their organization. Chapters are also allowed to personalize their chapter rooms with educational and recreation equipment, and may complete improvements after securing approval from the Residence Hall Director (to ensure plans meet all applicable laws, expectations and policies). The University expects each organization to properly maintain the physical condition of its chapter room. Chapters looking to make significant improvements to their chapter room such as new flooring, bathroom vanity, etc. must follow the chapter room improvement policy and obtain approval from the Assistant Director for Fraternity and Sorority Life.

Through approval procedures with the Residence Hall Director, chapters will be permitted to have their hallways painted with fraternity- or sorority-specific information according to the Mountain View Chapter Corridor Paint Policy. While maintaining public areas within Mountain View Hall will be responsibility of the Housing and Residence Life, the community is committed to keeping Mountain View in the best possible condition by preventing, addressing and responding to vandalism and excessive cleaning issues.

Common areas in Mountain View Hall, such as conference rooms, kitchens and study rooms, are designed for use by affiliated students and organizations. Fraternity and Sorority chapters residing in Mountain View can reserve the public areas two weeks in advance through the Mountain View Hall Front Desk through the room reservation process. If the reservation is not two weeks in advance, use is based on availability.

The University currently provides support to the Hall through a Residence Hall Director and a Graduate Assistant Residence Hall Director. These individuals and the Resident Assistants have the responsibility to serve the residents of Mountain View and the Greek Community through facilitating a safe and open community, providing programs to enhance student out of class experiences and to hold individuals and groups accountable to University and Housing and Residence Life Policies.

In March 1998 NAU Fraternities and Sororities voted to make Mountain View Hall a Substance-Free building. Each chapter living in Mountain View affirms its compliance with sections 1.01.6, 1.01.7, 1.03.1, 1.03.2, 1.03.3 and 1.03.4 of the Standards of Residence regarding the possession and use of alcoholic beverages, drugs, and tobacco. The full version of the Standards of Residence can be located at http://nau.edu/Residence-Life/Life-on-Campus/Standards/.

Chapters residing in Mountain View are subject to group billing for damages, cleaning and repairs within their assigned wing that are beyond normal “wear and tear.”
B. OFF-CAMPUS HOUSING FOR GREEK ORGANIZATIONS

As a residential campus, Northern Arizona University endorses the value of on-campus facilities for Greek Organizations as beneficial for the overall development of the chapter and individual members. Off-campus houses or apartments must conform to the Flagstaff Zoning Code definition for Specialized Terms, Phrase and Building Functions and should contain space for meal preparation and eating, studying and sleeping facilities.

Chapters considering purchasing or leasing off-campus housing are requested to first consult with the Office of Housing and Residence Life. When known, the University will inform officials with the City of Flagstaff with the location, chapter name and contact information for Greek organizations with off-campus housing.

a) Registered Property Form: The Registered Property Form must be completed for any residential property owned, controlled or operated by a recognized fraternity or sorority at Northern Arizona University. Chapter event approval at the address is contingent upon the completion of the form. The Registered Property Form can be located at http://nau.edu/Student Orgs/Greek-Life/Policies-Forms/.

b) Fire, Health and Safety Standards: Chapters with off-campus housing facilities must conform at a minimum to the Fire, Health and Safety Standards articulated in the Risk Management Policy of the Fraternal Information & Programming Group (FIPG):
   i) All chapter houses should meet all local fire and health codes and standards.
   ii) All chapters should post by common phones and in other locations emergency numbers for fire, police and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.
   iii) All chapters should comply with engineering recommendations as reported by the insurance company or municipal authorities.
   iv) The possession and/or use of firearms or explosive or incendiary devices of any kind within the confines and premises of the chapter house is prohibited.
   v) Candles should not be used in chapter houses or individual rooms except under controlled circumstances such as initiation. (The University strongly encourages the use of electric candles for such purposes.)

c) The outside property must be kept clean and present a positive image for the chapter and Northern Arizona University.

d) The house must comply with all local ordinances regarding noise control, alcohol consumption, large gatherings, parking and related city ordinances.

e) The chapter will conform to Alcohol Use standards as relates to state law, national organization policy and their Risk Management Insurance Policy.

f) Chapters with off-campus facilities are strongly encouraged to be governed by a housing corporation of national alumni members to ensure all financial and physical obligations related to the chapter house are maintained.

XI. INSURANCE*

All Fraternities and Sororities will have in full force and effect at all times covering the organization, its members and any premises the organization occupies, a policy of broad form comprehensive general
liability insurance and will annually provide a certificate of insurance to NAU within 30 days after the issuance of same. Chapters are strongly encouraged to name ABOR and NAU as an additional insured. Limits of the insurance policy shall conform to the following:

Limits:

Combined Bodily Injury and Property Damage

$1,000,000 Each Occurrence
$1,000,000 Personal and Advertising Injury
$2,000,000 General Aggregate
$1,000,000 Products Aggregate

Additional Endorsements: Host Liquor Liability, Auto Hired and Non-Owned.

Contents of and improvements to chapter-allocated space within Mountain View are to be insured by the Organization.


* Section is subject to Tri-University efforts to review insurance expectations of all student organizations.

XII. MEMBERSHIP SELECTION

Northern Arizona University fraternities and sororities appreciate the benefits of diversity and have designed their membership selection processes to offer a mutual exploration for chapters and prospective members alike. Every student is welcome and encouraged to participate in Greek membership selection.

The Northern Arizona University Greek system encourages participation of students from diverse backgrounds. The Greek philosophy promotes self-worth, human dignity and positive image. Discrimination on the basis of race, ethnic background or economics will not be tolerated in any area of membership selection.

Each chapter will affirm its compliance with membership selection processes that are in accordance with the NAU student organization non-discrimination statement as set forth below:

Northern Arizona University prohibits discrimination in organizational membership on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, religion, age, or veteran status. Title IX of the Education Amendments of 1972, Section 106.14, makes an exception for social fraternities and sororities with regard to sex requirements for membership and protects the organizations as single sex organizations.
XIII. PHILANTHROPY
Serving humanitarian and philanthropic pursuits has been an integral part of the affiliated experience since the founding of the first fraternities and sororities. Philanthropic events enhance students’ social awareness, thus enhancing their educational experience. Therefore, the Greek experience is an extension of the learning process that begins in the classroom.

The College Panhellenic Council, Interfraternity Council, United Greek Council and individual Greek chapters each have a philanthropic emphasis. The entire Greek system at Northern Arizona University organizes and participates in events which serve humanity. St. Jude’s “Up ’Til Dawn Campaign” is one example of a broad program of philanthropic service rendered by Northern Arizona University Greeks.

XIV. PUBLIC RELATIONS
Fraternity and Sororities leaders, in collaboration with the University, will strive to promote a positive image of their system and experience to students, faculty, staff, administration and the community as a whole. Educating and informing individuals about Fraternity and Sorority Life will play major roles in promoting this positive image.

The Interfraternity, Panhellenic Councils and United Greek Councils, as well as individual chapters’ public relations chairpersons, will provide structure and direction in promoting a positive image of fraternity and sorority life at Northern Arizona University.

Involving faculty, staff, and non-Greek student organizations in chapter activities, such as attendance at house dinners and as speakers and guests, will help create a positive image of Fraternity and Sorority Life. Involving individual members and chapters in non-Greek activities and student government will further help to promote a positive image.

The University will provide mailing lists of incoming freshmen to chapters so they may provide freshmen with information on Fraternity and Sorority Life at Northern Arizona University. Further, the University will support Fraternity and Sorority Life through the University’s Discover NAU Days and Orientation Programs, specifically to inform incoming students about Fraternity and Sorority Life.

XV. REMOVAL OF RECOGNITION
As previously stated, being recognized as a chapter at Northern Arizona University is a privilege, not a right. Accordingly, all fraternities and sororities shall comply with the provisions set forth within this document as well as all policies, rules, and procedures set forth in the Northern Arizona University Student Handbook and applicable ABOR Policies. Failure to do so may result in the revocation of a chapter’s campus recognition.

The process for removing chapter recognition is as follows: (source –NAU Student Handbook Appendix J - Fraternity and Sorority Organizational Sanctions http://home.nau.edu/studentlife/handbook/appendix_j.asp)

1) Issues potentially resulting in a decision to place a group/chapter on probation or suspension will be heard jointly by the Office of Student Life and Fraternity and Sorority Life. A joint decision will be rendered and a letter sent to the chapter President.
2) If the sanction imposed includes Chapter Suspension or Revocation of Chapter Recognition by the University, the organization shall be informed of the right to request a hearing before a University Hearing Board. A hearing must be requested in writing to the Dean of Students no later than 10 days following the posting or personal delivery of the written decision.

3) Filing a timely written request for a hearing shall suspend imposition of the disciplinary sanction pending the outcome of the hearing. If the organization elects not to request a review of the decision and signs a statement to that effect, then the decision is final and becomes effective immediately. For more information about the University Hearing Board, refer to the Student Disciplinary Procedures (http://home.nau.edu/studentlife/handbook.asp) as detailed in the Northern Arizona University Student Handbook.

Whenever Chapter Suspension or Removal of Recognition is a possible outcome for Chapter-related activities, Fraternity and Sorority Life officials will communicate with the appropriate representative of the national organization for parallel investigatory processes and where possible, complementary sanctioning. The national office will be immediately informed of any decision of Chapter Suspension/Removal of Recognition. All chapters receiving university sanctions will be posted to the Fraternity and Sorority Life website. Fraternity and Sorority Life officials will notify NAU Alumni Relations and the Office of Public Affairs of all Chapter Suspensions/Loss of Recognition in a timely manner to enable their informed response to inquiries by concerned alumni and friends of the University.

**XVI. CHANGES IN UNIVERSITY POLICY**

Whenever reasonably possible, the University will notify the appropriate fraternity and sorority governing group leaders of potential changes to this policy in order to encourage their input; however, the University reserves the right to make any changes to this policy whenever the University deems it necessary to do so.
A. Mountain View Room Reservation Process and Policies

Process to Reserve Rooms

- Rooms can be reserved when the halls open in the Fall. Standing chapter meetings can be reserved in the Fall for the entire year. Other events can be reserved on a semester to semester basis.
- Rooms can be reserved through the Mountain View Hall desk by placing the reservation through the Desk Assistant in person or over the phone (928.523.1555).
- Reservations must be made two weeks in advance; otherwise guarantee of reservation is limited.
- Same day reservations are on a first come, first served basis and based on room availability.
- Reservations will be confirmed via email from the Senior Resident Assistant within 3-5 business days.
- Please print out email confirmation of reservation for the day of your event in case there are any questions or issues about the reservation.

Policies

- Kitchens and rooms are only available for use during front desk hours, 9am-2am.
- If you do not want anyone using the attached kitchen while you have the room reserved, then you also need to reserve the kitchen with your room reservation.
- Clean up after use of kitchen and spaces. Spaces that require additional cleaning will be billed to the group that occupied the space.
- Reset room to original room set up after use.
- Do not remove tables and chairs from rooms, unless given permission from Desk Assistants.
- You can only have your room during your reserved times. Check with Desk Assistants to see if there is anyone before or after if you need to get in earlier than your reservation.
- Only Greek Life/Residence Life sponsored events/organizations can reserve rooms in Mountain View.

Mountain View Spaces Available for Reservation

Conference Room A – living room setup with tables and chairs.
Conference Room B – Auditorium style set up
Study Room – Classroom style set up with a computer and projector
Kitchen A – Attached to Study Room
Kitchen B – Attached to Conference Room B
Patio/Firepit
Fireplace Lobby Space – lobby furniture
Tabling Lobby Space – Table with bench
B. Memorandum of Understanding: Chapter Room Improvements

Date: 6/24/08

Subject: Mountain View Hall Chapter Room Improvements

Copy to: Mountain View Hall Staff; Mountain View Chapter Members; Housing and Residence Life Administration

The purpose of this memorandum is to outline a step-by-step procedure that Fraternity and Sorority Chapters and Housing and Residence Life Staff should take when proceeding with facilities improvement plans.

All NAU departments are bound by state law to follow certain Purchasing and Risk Management requirements when bringing a vendor on campus to perform work activities. Although Fraternity and Sorority Chapters are encouraged to decorate and improve their respective chapter rooms, State purchasing and risk management requirements must still be followed when improvements are to be made to NAU’s facilities.

The following protocol will help facilitate taking the appropriate actions related to facilities improvements and should be followed by all Housing and Residence Life staff and Fraternity and Sorority Chapter members (A general timeframe for how long each step might take is included):

1. Chapter members develop facilities improvement plans and review with chapter board, Mountain View Hall Director, and Assistant Director for Fraternity and Sorority Life. (1 month)

2. Mountain View Hall Director and Assistant Director for Fraternity and Life review plans with a Residence Life Facilities Coordinator. Coordinator identifies vendors and allows Chapter to seek quotes. (2 weeks)

3. If improvement plans are approved, Residence Life Facilities Coordinator collaborates with Environmental Health and Safety to conduct an Asbestos Survey and will assist with project implementation. Facilities Coordinator completes “Scope of Work” questionnaire. (1-2 weeks)

4. Facilities Coordinator liaisons with Purchasing, Risk Management and Environmental Health and Safety to obtain necessary approvals. (3-6 weeks)

5. Work timeline is solidified and contacts made to vendors by the Chapter representative. Facilities Coordinator will assist with other vendor details (i.e. card access, parking, etc.) (1 week)
6. Work performed and inspected by Facilities Coordinator, Assistant Director for Fraternity and Sorority Life, RHD and Chapter representative for quality assurance. (2-3 weeks)
Mountain View Hall Paint Policy
Housing and Residence Life

The purpose of this policy is to outline a step-by-step procedure that fraternity and sorority chapters and Housing and Residence Life staff must take when proceeding with submitting work orders for paint projects in hallways and chapter rooms.

The following protocol must be followed by Greek Life chapters and Housing and Residence Life as chapters proceed with submitting a request for a painting project.

Eligibility for a request for a paint work order:

1. Chapters who are moved due to not filling their current space and who are able to fill a minimum of 4 suites in their new space can request a basic two color stripe in the new designated space with their chapter name painted on one side of the wall in each hallway they occupy.

2. Chapters who have filled and maintained their space in Mt View for 3 years and have the basic two color stripe are eligible to receive up to $5,000 towards a customized paint job in their designated portion of the wing.

3. Chapters who have a customized paint job may request their hallway to be painted with a new design by the NAU’s Paint Shop no sooner than 7 years after their last customized paint job if they have consistently filled their space all seven years. Housing and Residence Life will provide the paint and up to $5,000 in labor costs. Labor costs above the $5,000 will be the responsibility of the chapter. A quote will be given before the project begins.

4. Touch ups of current design may be requested on an annual basis by the Chapter and will be completed when time allows.

NAU Paint Shop Design Options

1. All designs must be approved by the Mountain View Hall Residence Hall Director (RHD), Assistant Director of Fraternity and Sorority Life and the Paint Shop. Approval of designs is based on whether the Paint Shop has the ability to paint the graphic/design and based off of cost.

2. Paint color choices are available through the RHD.

3. The Paint Shop reserves the right to choose the “white” base color of the hallway based off of the standard color for all halls.

Process for Housing and Residence Life Funded Paint Projects
1. Contact the RHD with the plans for the paint project.

2. Choose paint colors that are available from the NAU Paint Shop paint palette.

3. Write up a plan specifically outlining the detail of the paint project that can be submitted electronically to the Paint Shop.

4. Walk the hallway with the RHD to show paint plans and get approval.

5. If plans are approved, the RHD will call in the work order for the paint project and will communicate the timeline for completion to the Chapter. Completion of the project will be based off of the schedule and availability of the Paint Shop.

6. The RHD will communicate to the chapter if any composites etc. will need to be removed by the chapter prior to the paint project starting.

7. If there are any issues with the project, contact the RHD.

**Use of an Outside Vendor**

1. If a chapter chooses to hire an outside vendor to paint their hallway, the chapter will be responsible for the cost and all vendors must be approved through Housing and Residence Life.

2. Housing and Residence Life will provide the paint for the project at no cost to the Chapter. The vendor will not be allowed to use their own paint or any paint not supplied by Housing and Residence Life.

3. Repainting of the hallways at the chapter's expense is at the discretion of the chapter and must be approved through the RHD and Assistant Director of Fraternity and Sorority Life. The chapter and vendor must abide by the timeline agreed upon and approved by the RHD and Assistant Director of Fraternity and Sorority Life.
   a. If the chapter qualifies for #3 above, Housing and Residence Life will pay for the NAU Paint Shop to paint the entire hallway one base color but will not pay any of the labor costs for the outside vendor.

1. All NAU departments are bound by state law to follow certain Purchasing and Risk Management requirements when bringing a vendor on campus to perform work activities. These requirements ensure vendors meet minimum insurance requirements, are properly licensed/bonded, etc. State mandated requirements must be followed when work is done on NAU's campus/NAU's facilities.
   a. If an outside vendor is used, the Chapter needs to get the vendor approved by NAU prior to the start of the project to ensure that the vendor has the appropriate insurance for completing work in Mountain View Hall.
Process for Chapter Funded Paint Projects/Use of an Outside Vendor

1. Notify Mountain View Hall Director of chapter’s plans for painting project.

2. Housing and Residence Life will provide a list of approved vendors the chapter can contact and get bids or if a vendor has been obtained the insurance paperwork needs to be submitted to the Assistant Director of Fraternity and Sorority Life for approval.

3. Once paint project and vendors are approved, choose paint colors that are available from the NAU Paint Shop paint palette. Paint not being used from the paint shop needs to be from an approved vendor to insure matching paint can be obtained for touch ups performed by the NAU Paint Shop.

4. Work with the RHD to go over timeline for painting project.

5. If there are any issues with the project, contact the RHD

Chapter Room Paint Projects

1. All chapters who share a chapter room will have their shared chapter room painted a basic neutral color and repainted when necessary.

2. Chapters who have their own chapter room but do not qualify for a customized paint job as outline above will have their chapter room painted a basic neutral color and repainted when necessary.

3. Chapters who qualify for a customized paint job will have the opportunity to request that the NAU Paint Shop paint their chapter room a maximum of two colors (an accent wall, two tone walls, soffit painted a different color than the walls, etc). This will not include any lettering, crest, etc. Any additional paint color or design will be at the expense of the chapter.
   a. Chapters can request a repaint of their chapter room every 5 years as long as they fulfill the customized paint job requirements.
The Registered Property Form must be completed for any residential property owned, controlled or operated by a recognized fraternity or sorority at Northern Arizona University. Chapter event approval at this address is contingent upon completion of this form.*

RETURN THE COMPLETED FORM TO FRATERNITY AND SORORITY LIFE PROGRAMS AREA – HRL

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<th>SECTION 1 – CHAPTER INFORMATION</th>
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*It is the responsibility of the residents to inform the chapter about their lease, property restrictions, and the expectations of the landlord or Property Management. Any violation of the lease is the responsibility of the residents. Chapter leadership may be held responsible for any discrepancies.

Updated - 4/1/2014
Fraternity and Sorority Life Relationship Statement

AGREEMENT

The following bodies are in agreement with the foregoing Fraternity and Sorority Life Relationship Statement.

Northern Arizona University Fraternity and Sorority governing bodies:

William A. Cain
Interfraternity Council President, Alex Cain

Misha Cothran
College Panhellenic Council President, Misha Cothran

Priscilla Rivera
United Greek Council President, Priscilla Rivera

Northern Arizona University administration:

Rick Brandel
Dean of Students, Rick Brandel

Rich Payne
Executive Director, Housing and Residence Life, Rich Payne

Cindy Anderson
Director, Residence Life, Cindy Anderson

Kevin Gemoets
Assistant Director, Fraternity and Sorority Life, Kevin Gemoets

10/14/14 Date

10/14/14 Date

10/14/14 Date

10/21/14 Date

10/15/14 Date

10/21/14 Date